

HCWCID NO. 2
BOARD MEETING PACKET
10-15-20

HAYS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

TO: THE BOARD OF DIRECTORS OF HAYS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2 AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given pursuant to Section 551 of the Texas Government Code, and the March 16, 2020 action of the Office of the Attorney General suspending certain requirements of Section 551, that the Board of Directors of Hays County Water Control and Improvement District No 2 will conduct a Regular Board meeting by Zoom audio/video conference at 5:45 p.m. on Thursday, October 15, 2020, for the purposes stated herein.

In an effort to mitigate the spread of COVID-19 and pursuant to the Proclamation dated March 13, 2020 by Governor Greg Abbott (declaring Texas to be in a State of Disaster), as subsequently extended, and associated Press Release dated March 16, 2020 from the Texas Attorney General's office (suspending certain requirements of the Texas Open Meetings Act), the District will be conducting these meetings by Zoom video conference, and members of the public will be able to join by telephonic conference. **Members of the public may join this meeting toll-free by calling 1-888-475-4499 (Meeting ID: 892 4123 5277; Password: 936532), and those who wish to provide public comments should send an email to commentsignup@hayswcid.org at least one hour prior to the meeting indicating their name and the item(s) upon which they would like to address the Board.** An electronic copy of the agenda packet will be provided under the agenda tab on the District's website at: <https://www.hayswcid.org/hwcid-2/documents> before the meeting is conducted.

Please note that should the Texas Governor's March 13, 2020, Proclamation regarding COVID-19 expire prior to the date of this meeting, the meeting will be held in person at Belterra Centre, 151 Trinity Hills Drive, Austin Texas.

1. Hear public communications and comments (3 minutes per person; no action may be taken during public comment);
2. Review and approve Minutes of August 20, 2020 regular meeting;
3. Review and approve Minutes of September 17, 2020 regular meeting;
4. Hear any updates regarding upcoming Directors' election and consideration and possible action regarding any actions necessary in connection therewith, including without limitation resident request for additional candidate information to be published on the District's website;
5. Confirm closing of the District's \$6,270,000 Unlimited Tax Utility Bonds, Series 2020 ("Series 2020 Utility Bonds"), discuss status of proceeds held in capital account pending developer instructions for disbursement, and take any further action as may be required;
6. Review and approve Amended District Information Form and authorize filing of such form with Hays County and the Texas Commission on Environmental Quality;
7. Review and approve Accounting Report including the review and approval of the Cash Activity Report, director and vendor payments, fund transfers, tax collections, investment reports, opening and closing of bank accounts, signature authorizations, collateral related authorizations, account related matters and Financial Statements and take necessary actions related to such matters;
8. Hear reports from WLE with respect to routine landscaping or additional landscaping projects as may be proposed (with any necessary action to be taken under the General Manager's Report);
9. Consider and approve District Engineer's WWTP joint facility report, including but not limited to capacity related discussions, and take action as necessary with respect to matters relating to the on-going bar screen replacement project at the WWTP, recommended actions or any additional authorizations, engineering task orders, pay estimates or change orders on existing contracts, substantial or final completion of projects, and other items included in such report;
10. Presentation of Engineer's Report with regard to general engineering matters relating to existing system operations and design, plat approvals, utility easements, permitting matters; approve the advertisement and taking of bids for additional phases of grading, roads and utilities, contract awards related thereto and approval and ratification of pay estimates and change orders presented to the Board relating to construction of facilities; if timely, approve recommendations for final acceptance of projects, consideration of any matters relating to engineering contracts, task orders or invoice matters, review any updates to irrigation water schedules and such other engineering matters that may come before the Board, and take all necessary actions related to such matters;
11. Review and approve General Manager's report regarding on-going operations activities, committee matters, parks and trails, customer care, finance, contractual and joint facilities reports, and receive updates as to operations and resident communications; conduct hearings with respect to violations of District Rules, if any, and discuss and take action on enforcement and remedial measures available to District and take necessary action with respect thereto; approve customer write-offs as necessary; consider and approve adoption of revised system and/or park rules and regulations, if necessary; take any action on needed water conservation and drought contingency measures; review any needed updates or revisions or rate adjustments to exiting Service Rate Order, and take action on these and other operational matters as may be necessary;

12. Consider and take action on proposed amendment of Service Rate Order to modify certain billing and payment provisions;
13. Consideration and possible action with respect to services provided by Touchstone District Services including status of website, Facebook page and other communications initiatives;
14. Consideration and possible action with respect to continued use of Belterra Centre as District meeting place, or alternatively, selection of a different meeting place for the upcoming fiscal year;
15. Consultation with attorneys regarding ongoing review of prior bookkeeper's conduct and questionable bookkeeping transactions during two most recent fiscal years and related financial matters;
16. Consideration and possible action on matters related to existing agreements for water supply with the Lower Colorado River Authority and water service through the West Travis County Public Utility Agency ("PUA"), water rates and water conservation matters;
17. Schedule or confirm any proposed additional special board meetings or committee meeting dates;
18. Adjourn to Executive Session to consult with attorneys regarding pending litigation matters, contemplated litigation matters, and other legal matters related to agenda items in accordance with Texas Government Code § 551.071;
19. If necessary, reopen meeting and take any necessary action with regard to matters discussed in Executive Session;
20. Adjournment.

Note on Executive Session: The Board of Directors will go into Executive Session, if necessary and appropriate, pursuant to the applicable section of subchapter D, Chapter 551, Texas Government Code Annotated, the Texas Open Meetings Act, on any matter that may come before the Board. No action decision or vote on any subject or matter may be taken unless specifically listed on the agenda for this meeting.

Note on Public Comment: Any Person wishing to address the Board **generally** will be permitted to present comments at the time the presiding officer calls for public comments in accordance with the meeting notice. Any Person wishing to address the Board with respect to a **specific agenda item** will be permitted to present comments before or during the Board's consideration of the agenda item. HCWCID No. 2 10.15.20



RESOLVED AND CARRIED this the 9th day of October, 2020.

HAYS COUNTY WATER CONTROL AND
IMPROVEMENT DISTRICT NO. 2

Royce Wachsmann, President

ITEM N0. 7

1990-1991

1991-1992

1992-1993

1993-1994

1994-1995

1995-1996

1996-1997

1997-1998

1998-1999

1999-2000

2000-2001

2001-2002

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2022-2023

2023-2024

2024-2025

2025-2026

2026-2027

2027-2028

2028-2029

2029-2030

Hays County W.C.I.D. No. 2

Accounting Report

October 15, 2020

- Review Cash Activity Report, including Receipts and Expenditures
 - ☑ Action Items:
 - Approval of director and vendor payments.
 - Approval of fund transfers.
- Review August 31, 2020 Financial Statements.

ITEM N0. 9

**HAYS COUNTY WCID NOS. 1 AND 2 – WWTP AND 210 REUSE IRRIGATION
ENGINEERING REPORT
FOR THE OCTOBER 2020 BOARD MEETINGS**

AGENDA ITEM

- I. Potential action items for the meeting:
 - A. Approval of Pay Application No. 1 (\$14,670.00) – Drum Screen Replacement and Site Plan Revisions (*Report Item II.B*)
 - B. Approval of Change Order No. 1 (106 days no cost) – Drum Screen Replacement and Site Plan Revisions – (*Report Item II.C*)
- II. Drum Screen Replacement
 - A. Construction updates
 - 1. Change order for fence relocation
 - 2. Bar Screen removal
 - B. Recommend approval of Pay Application No. 1 - \$14,670.00 which can be found on the google drive
 - C. Recommend approval of Change Order No. 1 – 106 days (no cost) which can be found on the google drive



ITEM NO. 10

**HAYS COUNTY WCID NO. 2 - ENGINEERING REPORT
FOR THE OCTOBER 15, 2020 BOARD MEETING**

**GENERAL DISTRICT ENGINEERING
AGENDA ITEM**

- I. Potential action items for the meeting:
 - A. Approval of Task Order 22 Amendment 2 – Additional \$18,000 (*Report Item III.A*).
- II. Brentwood Drainage
 - A. Construction Update – WLE has revegetated the berm
- III. Fire Station
 - A. Task Order 22 Amendment 2 can be found on the google drive
- IV. Naples Sidewalk Extension and Trail Project
 - A. Discuss Approval Process
 - 1. Regulated Activity vs. Unregulated Activity (TCEQ)
 - 2. City of Dripping Springs
 - 3. Hays County



ITEM NO. 11



Hays County Water Control and Improvement District No.2
General Manager Report for the month of
September 2020
Board Meeting October 15th, 2020

Reviewed By: Kristi Hester

Date: 10.13.20



Inframark LLC
14050 Summit Drive,
#103 Austin, TX 78728
United States
T: +1 512 246 0498
www.inframark.com

Current Items Requiring Board Approval

Vendor	Amount	WO#	Budget Amount	Description

Date: 10.15.2020

Memorandum for: Board of Director's Hays WCID

From: Kristi Hester

Subject: General Manager's Executive Summary Report

Below is a summary of activities since the last board meeting:

1) Wastewater Treatment Plant

- a) All facilities are in compliance for the Month of September
- b) Clarifier and EQ Basin Rehab Discussed at Hays 1 Special Meeting 10.5.20
refer to presentation on the drive
- c) Blower Upgrade Discussed at Hays 1 Special Meeting 10.5.20

2) Re-Use Water System - Drip System

- a) Cleaning of the effluent tank is complete
- b) Pulled effluent pumps for cleaning - agreement users were down for 4 days
while we switched back to the GST

3) Distribution System – Billing

- a) 273 AMI meters installed 49 users on portal
- b) Installed 10 AMI meters in September

4) Collection System

- a) Golf ball test in areas of collection system scheduled for this week to verify scope of work

5) Drainage/Ponds

- a) Several ponds are on the schedule for cleaning in October -
refer to inspection report on the drive

6) Parks – Trails

- a) Lauren and I toured the potential future trail areas and will present next steps
- b) All potable water irrigation at the parks have been cut back to once a week watering
- c) We had Fun Abounds out to inspect all the playscapes and furniture.
I approved some minor repairs to Mesa Verde
- d) Installed 5 no trespassing signs at Angela Way and Mesa Verde where motorized
vehicles have been accessing the greenbelt

7) Construction

- a) 139 construction inspections completed in September
- b) Mail kiosk on Mesa Verde grade work and clean up - refer to picture below
- c) Several builders received fines for improper erosion control measures
- d) Meet with Toll Brothers Regional Manager to discuss the inspection process and what ac they can take to be more proactive
- e) Requested Hays County to paint reflected curb at round about and install signs due to recent traffic accident

8) Customer Care

- a) Meet to review website changes and FB posts that are scheduled to go out weekly: topics include Tax Rates, Motorized Vehicles in Greenbelts, Fall Pick Up, Winer Avg, Stormwater 210 Irrigation Facts, Water Schedule
- b) Fall yard waste clean up scheduled for the weeks of Nov 16th and Dec 7th

9) Infrastructure Committee

- a) Nothing to Report

Entrance from Sawyer Ranch



Example of entrance off of Nutty Brown



Removed old bob wire from behind Seneca in greenbelt



Mesa Verde mail kiosk



Mesa Verde mail kiosk





Billing Summary



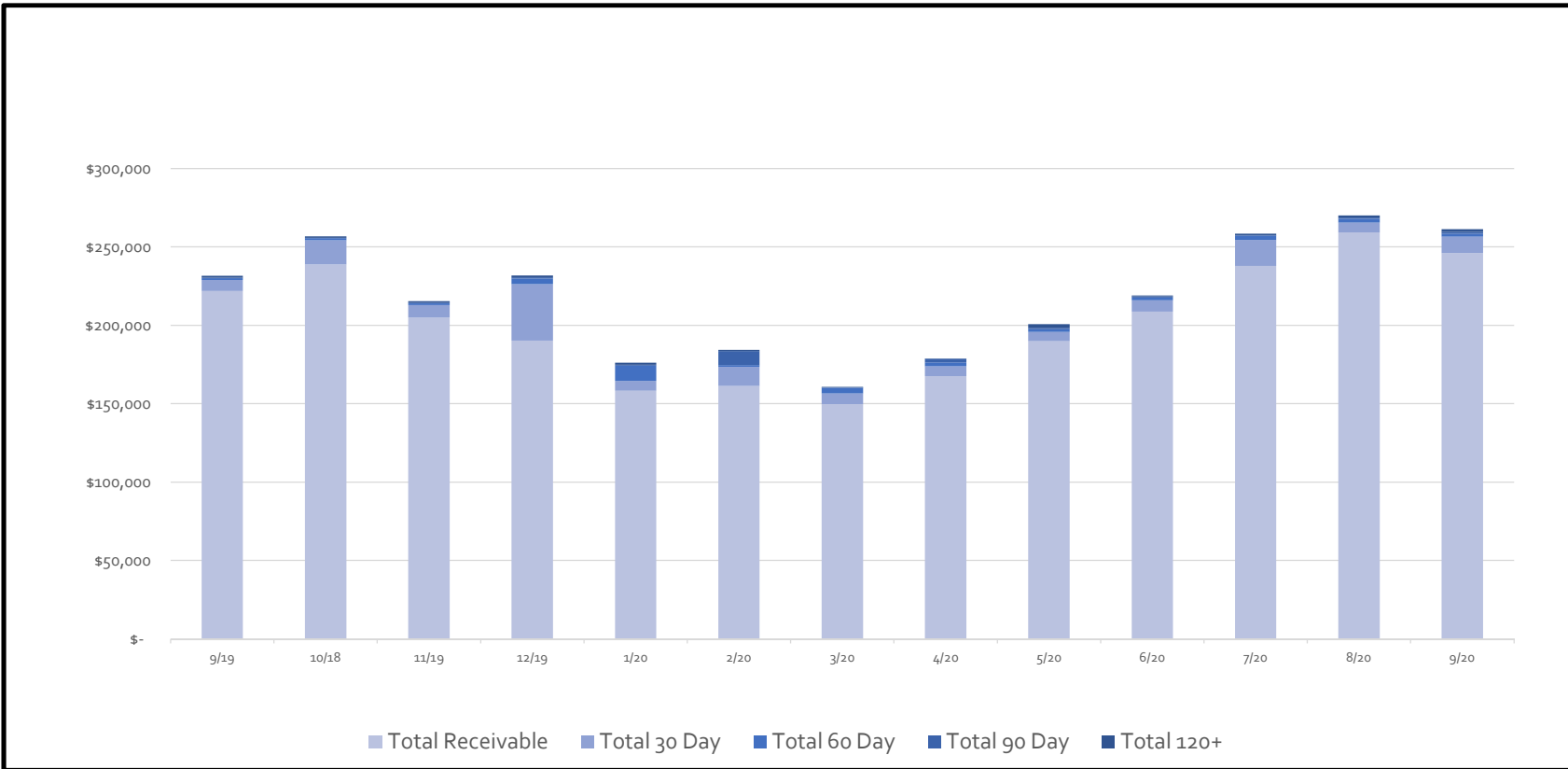
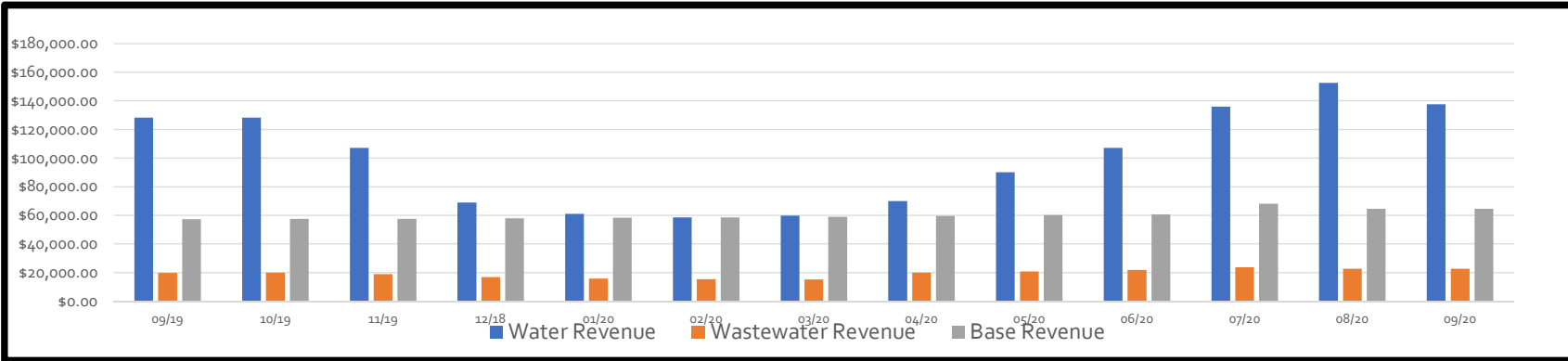
Description	Connections	
	Sep-19	Sep-20
Residential	1003	1,079
Commercial	1	1
Hydrant	-	3
Tracking	6	6
Reclaimed	-	-
Total Number of Accounts Billed	1,010	1,089
	Consumption	
Residential	17,631,000	19,488,000
Commercial	26,000	-
Hydrant	-	11,000
Tracking	260,000	377,000
Reclaimed	-	-
Total Gallons Consumed	17,917,000	19,876,000
	Average Consumption	
Residential	17,578	18,061
Commercial	26,000	-
Hydrant	-	-
Tracking	43,333	62,833
Reclaimed	-	-
Avg Water Use for Accounts Billed	17,740	18,252
Total Billed	\$ 221,744	\$ 237,074
Total Aged Receivables	\$ 186	\$ 9,028
Total Receivables	\$ 221,930	\$ 246,102

79

1,959,000

24,172

12 Billing Month History Revenue by Category



Date	Total Receivable	Total 30 Day	Total 60 Day	Total 90 Day	Total 120+
9/19	\$ 221,930	\$ 7,020	\$ 1,142	\$ 420	\$ 1,013
10/18	\$ 238,805	\$ 15,451	\$ 1,275	\$ 218	\$ 975
11/19	\$ 204,904	\$ 8,020	\$ 1,163	\$ 406	\$ 913
12/19	\$ 190,339	\$ 35,862	\$ 3,643	\$ 694	\$ 1,140
1/20	\$ 158,192	\$ 6,275	\$ 9,871	\$ 553	\$ 1,194
2/20	\$ 161,232	\$ 12,341	\$ 1,021	\$ 8,968	\$ 870
3/20	\$ 149,665	\$ 6,830	\$ 3,758	\$ 182	\$ 391
4/20	\$ 167,563	\$ 6,295	\$ 2,565	\$ 2,219	\$ 278
5/20	\$ 189,953	\$ 5,821	\$ 1,771	\$ 979	\$ 2,282
6/20	\$ 208,668	\$ 7,300	\$ 1,777	\$ 622	\$ 612
7/20	\$ 237,882	\$ 16,492	\$ 2,776	\$ 411	\$ 931
8/20	\$ 259,276	\$ 6,167	\$ 2,451	\$ 789	\$ 1,277
9/20	\$ 246,102	\$ 10,393	\$ 1,864	\$ 1,144	\$ 1,750

Board Consideration to Write Off	\$0.00
Board Consideration Collections	\$0.00
Delinquent Letter Mailed	37
Delinquent Tags Hung	N/A
Disconnects for Non Payment	N/A

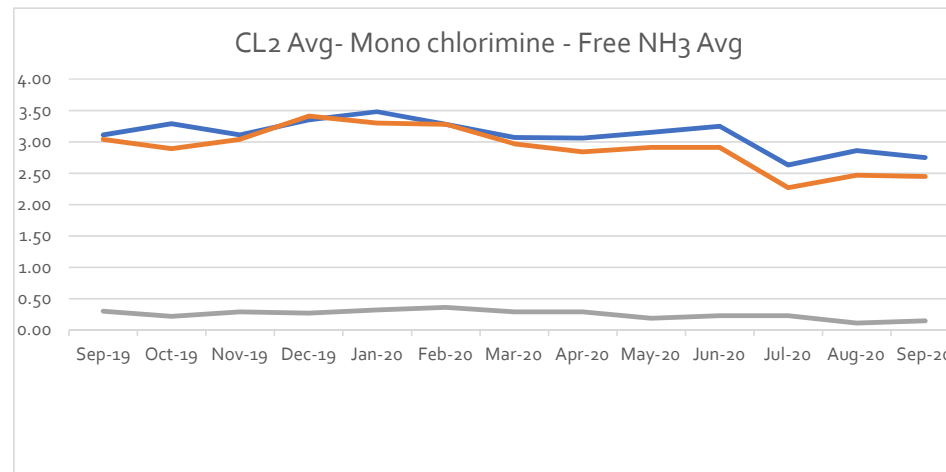
Water Quality Report -Disinfection Monitoring

Current Annual Avg

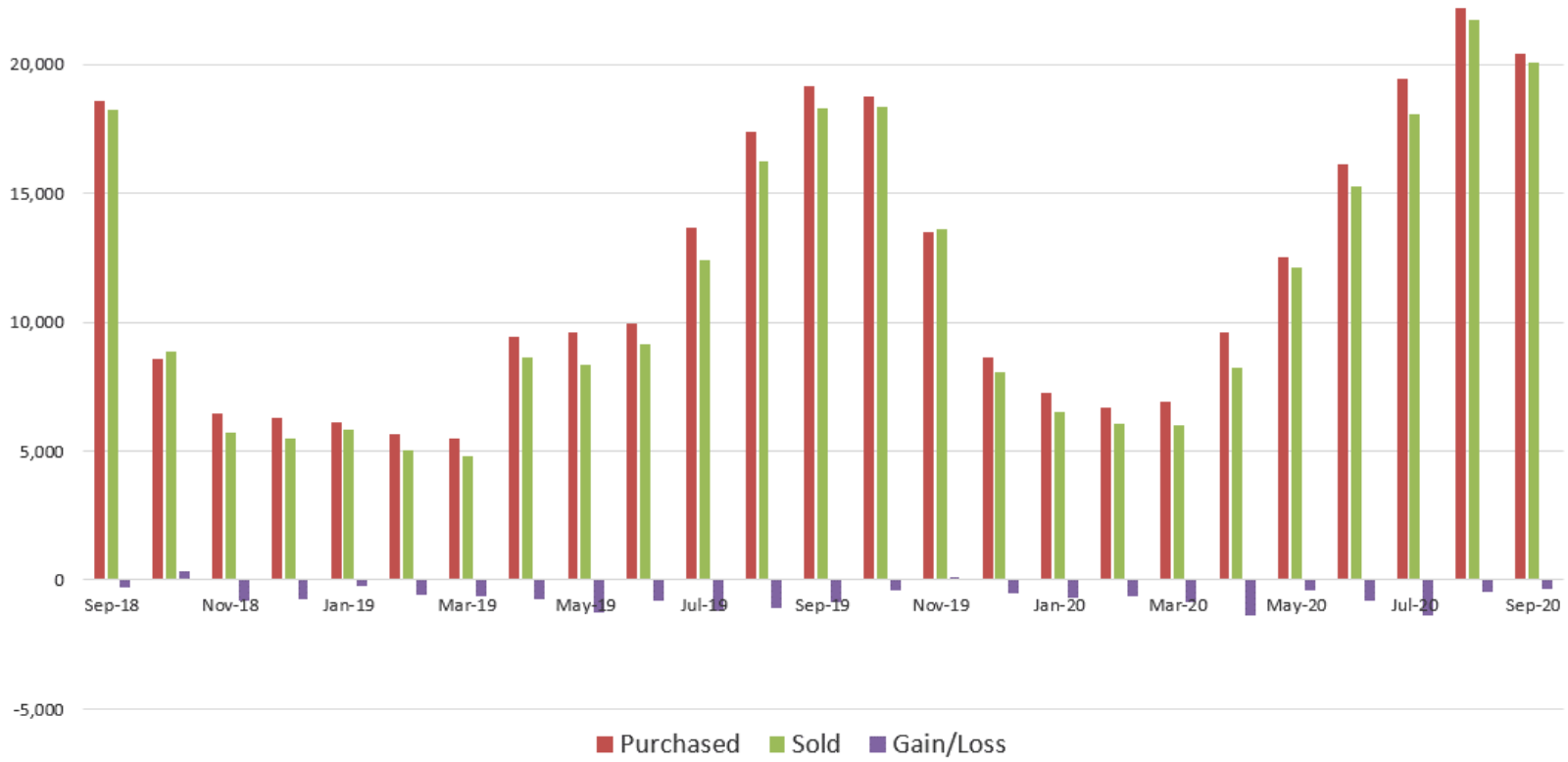
3.1

State Requirements Must Be Above .50

Date	CL2 Avg	Mono	NH ₃
Sep-19	3.11	3.04	0.30
Oct-19	3.29	2.89	0.22
Nov-19	3.11	3.04	0.29
Dec-19	3.35	3.41	0.27
Jan-20	3.48	3.30	0.32
Feb-20	3.28	3.28	0.36
Mar-20	3.07	2.97	0.29
Apr-20	3.06	2.84	0.29
May-20	3.15	2.91	0.19
Jun-20	3.25	2.91	0.23
Jul-20	2.63	2.27	0.23
Aug-20	2.86	2.47	0.11
Sep-20	2.75	2.45	0.15

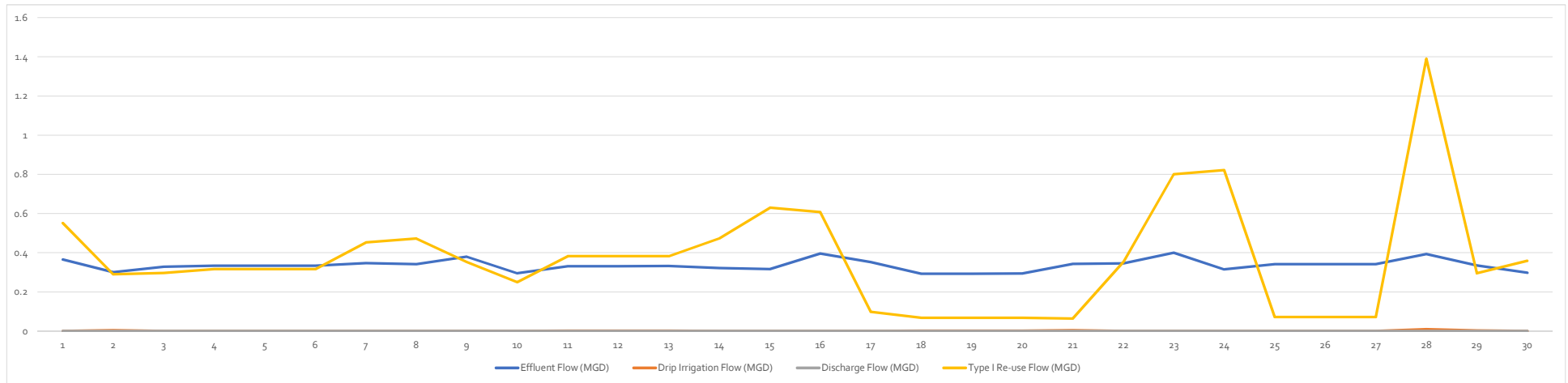


Water Accountability Report



Month	Read Date	Number of Connections	Purchased (1000)	Sold (1000)	Flushing	Gal.s Loss (-)	Accounted For %	Annual Running Avg
September 18	9/7/2018	892	18,583	18,246	45	(292)	98%	92%
October 18	10/9/2018	899	8,546	8,844	42	340	104%	93%
November 18	11/7/2018	905	6,480	5,691	10	(779)	88%	93%
December 18	12/5/2018	919	6,285	5,510	5	(770)	88%	94%
January 19	1/7/2019	924	6,105	5,840	30	(235)	96%	95%
February 19	2/7/2019	932	5,661	5,053	12	(596)	89%	89%
March 19	3/7/2019	949	5,464	4,805	15	(644)	88%	93%
April 19	4/8/2019	956	9,444	8,649	25	(770)	92%	93%
May 19	5/8/2019	966	9,617	8,318	25	(1,279)	87%	93%
June 19	6/6/2019	979	9,953	9,126	18	(810)	92%	92%
July 19	7/8/2019	987	13,637	12,423	20	(1,195)	91%	93%
August 19	8/7/2019	988	17,403	16,259	10	(1,119)	93%	93%
September 19	9/5/2019	1010	19,146	18,266	10	(871)	95%	93%
October 19	10/8/2019	1017	18,769	18,350	21	(399)	98%	94%
November 19	11/7/2019	1018	13,489	13,586	27	124	101%	94%
December 19	12/9/2019	1028	8,620	8,059	24	(537)	94%	94%
January 20	1/8/2020	1034	7,238	6,510	40	(688)	91%	93%
February 20	2/6/2020	1043	6,680	6,040	19	(622)	91%	93%
March 20	3/6/2020	1045	6,940	6,019	32	(889)	87%	93%
April 20	4/9/2020	1061	9,619	8,223	30	(1,365)	86%	93%
May 20	5/8/2020	1071	12,534	12,127	1	(406)	97%	93%
June 20	6/10/2020	1075	16,098	15,240	36	(822)	95%	94%
July 20	7/10/2020	1082	19,435	18,047	6	(1,383)	93%	94%
August 20	8/10/2020	1085	22,174	21,711	23	(440)	98%	94%
September 20	9/10/2020	1089	20,394	20,064	5	(325)	98%	95%

Wastewater Flows for the Month of September



Wastewater Treatment Permit Summary - Month of September

		DISCHARGE	RE-USE	DRIP FIELD	ACTUAL	COMPLIANT	PERCENT	
Avg. Treated Flow	MGD	0.5			0.335	Yes	67.0%	
Avg. Discharge Flow	MGD	0.35			0.000	Yes	0.0%	
Avg. Drip Field Flow	MGD	0.15			0.001	Yes	0.7%	
Avg. Re-Use Flow	MGD	0.35			0.369	N/A	105.4%	
Avg. Other Flow					-0.035	N/A		
Avg. cBOD	mg/L	5	5	20	1.3	Yes		
Avg. TSS	mg/L	5		20	1.0	Yes		
Avg. Ammonia Nitrogen NH ₃	mg/L	2			0.05	Yes		
Avg. Total Nitrogen T-Nit	mg/L	6			4.10	Yes		Only applies if discharging
E. coli Bacteria	CFU	126	20	126	1.0	Yes		
Avg. Turbidity	NTU		3		0.11	Yes		
MIN. PH	STD UNITS	6.0			7.40	Yes		
MAX. PH	STD UNITS	9.0			7.41	Yes		

Hays County WCID Wastewater Flow Historical

Date	Connections			Total Flows	Average	Avg Flow Per Connection	WWTP Capacity %	Drip Irrigation Flow	Type I Re-use Flow
	Hays 1	Hays 2	TOTAL						
Sep-20	982	1089	2071	10,058,000	335,000	162	67%	28,000	11,066,000
Aug-20	978	1085	2063	10,091,000	326,000	158	65%	5,000	9,562,000
Jul-20	978	1082	2060	9,901,000	319,000	155	64%	11,000	10,569,000
Jun-20	979	1075	2054	9,605,000	320,000	156	64%	8,000	7,760,000
May-20	972	1071	2043	9,988,000	322,000	158	64%	20,000	10,087,000
Apr-20	966	1061	2027	9,817,000	327,000	161	65%	22,000	8,738,000
Mar-20	957	1045	2002	9,703,000	313,000	156	63%	78,000	9,128,000
Feb-20	955	1043	1998	8,823,000	304,000	152	61%	51,000	8,265,000
Jan-20	954	1034	1988	9,365,000	302,000	152	60%	10,000	9,273,000
TOTALS				87,351,000	318,666.67	157	64%	233,000	84,448,000
Dec-19	948	1028	1976	9,439,000	304,000	154	61%	24,000	8,890,000
Nov-19	947	1018	1965	8,684,000	289,000	147	58%	3,000	9,070,000
Oct-19	945	1017	1962	9,277,000	299,000	152	60%	20,000	9,445,000
Sep-19	933	1010	1943	8,923,000	297,000	153	59%	29,000	6,559,000
Aug-19	932	988	1920	8,986,000	290,000	151	58%	15,000	10,549,000
Jul-19	932	187	1119	8,626,000	278,000	248	56%	34,000	7,416,000
Jun-19	925	979	1904	8,511,000	284,000	149	57%	102,000	8,398,000
May-19	921	966	1887	10,701,000	345,000	183	69%	4,439,000	5,459,000
Apr-19	921	956	1877	9,181,000	306,000	163	61%	2,865,000	5,862,000
Mar-19	921	949	1870	8,817,000	284,000	152	57%	3,263,000	4,006,000
Feb-19	921	932	1853	8,254,000	295,000	159	59%	4,050,000	3,473,000
Jan-19	919	924	1843	9,880,000	319,000	173	64%	4,546,000	6,038,000
TOTALS				109,279,000	299,167	165	60%	19,390,000	85,165,000
Dec-18	912	913	1825	9,747,000	314,000	172	63%	3,670,000	3,797,000
Nov-18	911	905	1816	8,781,000	293,000	161	59%	2,254,000	5,501,000
Oct-18	906	899	1805	9,892,000	319,000	177	64%	225,000	7,596,000
Sep-18	905	892	1797	9,120,000	372,000	207	74%	24,000	8,032,000
Aug-18	904	887	1791	8,031,000	259,000	145	52%	9,000	7,442,000
Jul-18	900	879	1779	8,090,000	261,000	147	52%	4,000	7,546,000
Jun-18	898	869	1767	8,059,000	269,000	152	54%	29,000	8,928,000
May-18	898	862	1760	8,511,000	275,000	156	55%	1,710,000	6,429,000
Apr-18	887	842	1729	7,902,000	263,000	152	53%	1,136,000	4,447,000
Mar-18	885	832	1717	8,172,000	264,000	154	53%	3,975,000	3,437,000
Feb-18	884	826	1710	7,151,000	255,000	149	51%	2,027,000	4,439,000
Jan-18	870	821	1691	7,855,000	253,000	150	51%	2,597,000	3,936,000
TOTALS				101,311,000	283,083	160	57%	17,660,000	71,530,000